

Note: For items 2, 9, 10 and 14, please attach a separate sheet. Thank you.

FY 2004 – 2005

**FINAL/ACTUAL LOTTERY EXPENDITURES
GUIDANCE FOR PUBLIC LIBRARIES
REPORTING TO THE SOUTH CAROLINA STATE LIBRARY**

NOTE: Please send to Guynell Williams, Deputy Director, SC State Library, (Interagency Mail), 1500 Senate St., 29201, (U.S. Mail) POB1469, Columbia, SC 29211, (Email) guynell@leo.scsl.state.sc.us or Fax (803-734-8676). Thank you.

The South Carolina State Library recommends that libraries expend all lottery funds to coincide with the end of the state fiscal year—June 30, 2005. As with FY04, there is no specific provision in the Lottery Act to carry forward funds into a new fiscal year.

The South Carolina State Library needs a report of actual lottery funds expenditures. Please submit the report by July 20, 2005—three (3) weeks after the end of state FY 05. Please include the following information:

- Dollar amounts expended per category as applicable (refer to projected spending plan worksheet for categories);
- An itemized listing of expenditures for each applicable category (copies of invoices may be attached);
- Brief descriptive narrative about the impact of lottery funds on the improvement of delivery of services, programs or resources to citizens; and
- Additional statements or documentation, as applicable, that will assist the State Library in documenting the use of lottery dollars by South Carolina's public libraries.

NOTE: At the request of the members of the General Assembly, the Legislative Audit Council (LAC) conducted an audit of the S.C. Education Lottery FY 2003 expenditures to determine whether funds were spent in compliance with the act. All public library FY 03 final expenditure reports and projected spending plans were submitted to the LAC for review and were very well received. Whenever there is an LAC audit, the South Carolina State Library provides copies of reports as requested.

